

Consign My Closet

Consignor Guidelines

The key to your consignment success is shoppers!

- Please be sure to tell your friends and family about our sale!!
- Send a quick email with a link to our website www.consignmycloset.com
- Give us a shout out on your Facebook page
- Print our posters and hang in your favorite places (gym, daycare, coffee shop, library, workplace)
- If you plan on participating in more than one sale please register for the first sale only!

We accept gently used, high quality, brand name **seasonal** items...

- Better Label brand name items in like new condition.
- Baby and Kids (sizes 6 months +): Mini Boden, Hanna Andersson, Ralph Lauren, Lilly Pulitzer, Baby Lulu, Gymboree, GAP, Janie and Jack, Cakewalk, Abercrombie, Hollister, Old Navy (like new condition)

Brands we discourage...

Please do not try to sell the following brands of used clothing and shoes, these items are fairly priced in retail stores and are difficult to sell at our sale... we dont want you to be disappointed, only bring your best items!

- Walmart, K Mart, Sears, Babies R Us (clothing)

Acceptable Items - (each consignor can bring 200 of their best items)

Below please find a list of items you may want to consider consigning at our sale. This list is not exclusive, there are many others items we accept. If you have any questions, please do not hesitate to contact us at info@consignmycloset.com.

Clothing:

Clothing 6 months-teen
Shoes
Snow gear (Fall/Winter Sale)
Swimwear (Spring Sale)

Baby & Children's Gear:

Bedding
Bouncy Seats
Swings
Exersaucers
Strollers
Pack-n-Plays
Bassinets
High Chairs
Booster Seats
Monitors
Nursery Accessories
Diaper Bags
Plate/Bowl/Utensil Sets

Furniture & Accessories:

Cribs
Changing tables
Decor
Rockers/Gliders
Kids table & chairs set

Sporting Equipment:

Rollerblades
Bikes & Scooters
Skateboards
Baseball gloves
Baseball bats
Cleats
Hockey pads
Lacrosse equipment
Kid tents
Basketball hoops
Dance shoes/accessories
Ski, snowboards, sledding, skates
(Fall/Winter Sale)

Toys, Games & Puzzles

Ride on toys
Dolls/Doll House
Play houses/slides
Books
Computer Games
Kitchen Sets
Swings
Motorized Vehicles
Barbies
Basketball hoops
Train sets/tables
DVDs with cases only
Playstations, X-Box, Wii
Gameboys, & Video Games
Portable DVD players
CDs

Unacceptable items:

We DO NOT accept baby clothing sized under 6 months. Anything with stains, tears, missing buttons, broken zippers, etc.

- Undergarments (unless new in package)
- Stuffed animals
- Recalled items at: www.cpsc.gov
- Car Seats, unless they are part of a travel system
- Battery operated items without batteries
- Movies without a case
- Fast Food Toys
- Bike Helmets
- Cribs with drop sides
- Potty seats
- Diaper genies, etc

Pricing and Tagging on Consign My Closet's Inventory System:

1. Visit our website, www.consignmycloset.com

2. Click the "login" button from our home page

3. Enter your consignor number and password, you received this info when you registered as a consignor

4. Select "work with consigned inventory"

5. Select "work with my consigned items (active inventory)" you can now start entering your items!

6. Select category from scroll menu, example – clothing - girls

7. Select size from scroll down menu, example 4T

8. Enter a brief description, example GAP red floral t-shirt

9. Enter price, example \$1.50

10. If you wish to donate all unsold items, you may do so by selecting the "donate all" button. If you wish to discount on the last day of sale, you may do so by selecting the "discount all" button.

12. Select the "submit item" button to continue on and submit next item

If you would like to go back and make changes, simply select and check the button next to the item listed and select "edit or delete", if you choose edit, you may enter your changes, then check "update".

13. When you are finished inputting your items you can select "I'm done for now" and always login and make additions and/or changes.

Pricing your Items:

Price your items competitively, what you would pay for your item? It is easy to do a little research online, price your items 30-50% of retail price. Outdoor toys and large baby items can redeem 50-70% of retail prices.

- Pricing your items will be a big factor in your success as a consignor.
- The goal is to get your item off the rack and to the register.
- There are many factors to consider: condition, original price, brand name, is it new with tags, etc.
- Price items as if YOU were going to buy them....what would I pay for this item?
- 6 mos. – 2T is the most popular clothing category at our consignment sales, price these items competitively to sell.

If you need assistance with pricing, please send us an email at info@consignmycloset.com or consult our comprehensive pricing chart, we will be happy to assist you!

Supplies Needed:

The following is a list of supplies you will need to properly price and tag your items before you bring them to your drop off appointment.

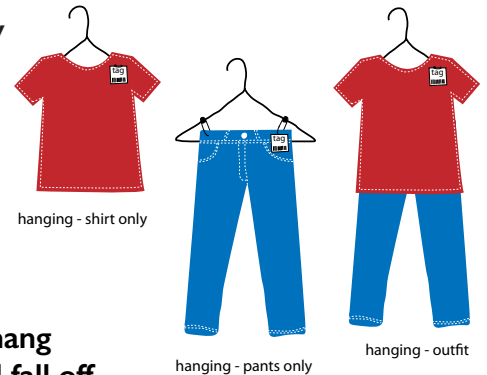
- Hangers – we recommend child size hangers...check discount stores or ask your local dry cleaner. If you can not find them, please contact us at info@consignmycloset.com
- White Card stock (60-67lb) for printing your tags . Each page will print 6 tags.
- Safety Pins – 1” or larger. Do not use straight pins or small gold pins.
- You may also use a tagging gun to attach your tags
- Clear packing tape to secure tags to larger items; (Note: Do not tape over barcodes)
- Zip Ties for items that can not be pinned
- ZipLoc Bags to hold small like items or accessories or small parts to a larger item.
- If you need information on purchasing these items please contact us at info@consignmycloset.com

Preparing your Items:

The prettier your items appear, the faster they will sell! Please take the time to make sure your items are in great sale condition.... free of stains, holes, pet hair, lint, pills, etc

Clothing:

- Wash (and iron) your clothing, please note that we will not accept any items that are stained, torn, missing buttons, broken zippers etc.
- All buttons should be buttoned, all snaps snapped, all zippers zipped and bows should be tied
- All clothing should be hung on hangers. Hang items with the hanger hook pointing to the left like a question mark overlooked by our buyers.
- Use safety pins to attach sets together.
- If you are not using a clip hanger for pants please use safety pins to hang pants on regular hangers. Do not fold pants over hangers...they will fall off.
- If you have accessories that match the outfit and want to sell it all together us a Ziploc bag for the accessories and pin the bag over the hanger top.
- We will only accept shoes in excellent condition. Shoes should be placed in a Ziploc bag and the tag should be secured with clear packing tape to the outside. DO NOT cover the barcode on the tag with the tape. We will be unable to scan it at checkout.



****Note:** If an item does not have a tag we will not be able to sell it. Please make sure all tags are secure.

Consignor Drop Off

All consignors need to schedule an appointment to deliver their items to the sale location.

Once you have logged in as a consignor on our website you will have the option to schedule a convenient time, please allow for a half hour of time.

The following is what will take place at drop off:

- Inspect your items for quality and condition
- Check tags to make sure they are properly printed and attached
- If you qualify you will be given a pass to our Consignor/Volunteer Pre sale
- You will distribute your items to the sales floor...to make this easier, please have your items sorted prior to check in. If you group by gender and size this should go quickly.
- Please note that if you have any items that require assembly such as cribs, furniture or large toys you will be required to assemble them before you leave.

Consign My Closet - Pricing Guidelines

Brand Name

Tea
UGG
Catimini
Vineyard Vines
MiniBoden
Hanna Andersson
Matilda Jane
Cakewalk
Oilily
Northface
Janie and Jack
Lilly Pulitzer
Ralph Lauren Polo
Nike
Under Armour

Everyday

GAP
Old Navy
Abercrombie
Aeropostale
Roxy
Children's Place
Gymboree
Lands End
Justice
LL Bean
Nautica
Tommy Hilfiger
Carter's

Item	Brand Name	Everyday
Jumpers	7.50-14.50	3.50-10.50
Dresses	7.50-17.50	4.50-12.50
Sundresses (Spring/Summer).....	5.50-13.50	3.50-9.50
Holiday Dresses (Fall/Winter).....	9.50-17.50	7.50-12.50

Tops

Sweaters	4.50-14.50	2.50-7.50
Sweatshirts	4.50-14.50	5.50-9.50
Turtlenecks	1.50-6.50	2.50-4.50
Long Sleeve Shirts	4.50-13.50	4.50-9.00
Short Sleeve Shirts (Spring/Summer).....	4.50-13.50	2.50-8.00
T-shirts (Spring/Summer)	3.50-8.50	1.50-5.00
Dress Shirts	7.50-14.50	3.50-9.50

Bottoms

Jeans	4.50-13.50	3.50-9.50
Dress Pants/Slacks	4.50-14.50	3.50-9.50
Casual/Khakis	3.50-13.50	4.50-8.50
Skirts/Skorts	3.50-9.50	4.50-8.50
Shorts	3.50-9.50	2.50-8.50
Sweatpants	3.50-7.50	2.50-4.50
Leggings	3.50-7.50	1.50-3.50

Outerwear

Winter Coats/Jackets.....	13.50-24.50	9.50-14.50
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Snow Pants/Snowsuits	7.50-24.50	9.50-14.50
Wind Breakers	3.50-10.50	3.50-7.50
Denim Jackets	5.50-13.50	3.50-7.50
Rain Coats	5.50-13.50	2.50-9.50
Fleece	5.50-13.50	4.50-9.50
Vests (Lined/Quilted)	5.50-13.50	3.50-7.50
Athletic/Track Suits	4.50-13.50	3.50-8.50
Spring Coats (Light Weight)	5.50-13.50	3.50-9.50

Pajamas

Sleepers	3.50-7.50	3.50-4.50
2 or 3 Piece PJ Sets	3.50-13.50	3.50-9.50
Nightgowns	3.50-7.50	2.50-4.50
Bathrobes	3.50-13.50	4.50-9.50

Swimwear (Spring/Summer Sale)

Swimsuits	3.50-9.50	3.50-7.50
Swim Trunks	3.50-9.50	3.50-7.50

Accessories

Sunglasses		1.50-3.50
Hats Summer/Winter		1.50-3.50
Gloves and Mittens		1.50-3.50
Scarves		1.50-3.50
Belts		1.50-3.50
Purses		1.50-6.50
Back Packs		4.50-9.50
Tights		1.50-3.50
Socks-Group Of 3 or More Pair		1.50-4.50
Lunch Boxes		1.50-3.50

Shoes - barely used or new!

Boots-Winter		3.50-13.50
Boots-Hiking		3.50-13.50
Sneakers		2.50-9.50
Dress Shoes		2.50-9.50
Sandals		1.50-5.50
Flip Flops		1.50-3.50
Slippers		1.50-3.50
Baby/Infant Booties		1.50-4.50

Infant Clothing Essentials

Bibs-Group Of 3 or More		2.50-3.50
Gowns/Sleepers		1.50-4.50
T-Shirts		1.50-4.50
Rompers		2.50-5.50
Socks-3 or More Pair		1.50-3.50
Onsies		1.50-3.50

Infant Baby Bath Essentials

Wash Clothes-3 or More	1.50-2.50
Bath Towels/Hooded Towels	1.50-2.50
Bath Tubs	1.50-3.50
Bath Tub Seats	1.50-3.50
Bath Tub Faucet Covers.	1.50-2.50
Bath Tub Thermometers	1.50-2.50
Bath Tub Toys (Organizer/Caddy).	1.50-2.50
Diaper Genie Refills (Un-Opened)	1.50-2.50
Diaper Wipe Warmers.	2.50-7.50
Diaper Wipe Caddies/Organizers	1.50-2.50
Changing Pads	3.50-4.50
Changing Pad Covers.	1.50-2.50
Potty Chairs	1.50-4.50
Potty Seats	1.50-2.50
Step Stools	2.50-13.50

Bedding/Blankets

Receiving Blankets	2.50-4.50
Stroller Blankets.	1.50-5.50
Crib Sets 3-5 Piece.	13.50-29.50
Crib Sets 5-7 Piece.	17.50-49.50
Lamps, Borders, Curtains, Etc.	3.50-17.50
Individual Fitted Crib Sheets	2.50-4.50
Individual Basset Sheets.	2.50-4.50
Individual Crib Bumpers	9.50-13.50
Individual Crib Skirts	4.50-13.50
Kids Sleeping Bags	4.50-14.50
Kids Napping All In One Bags	2.50-9.50
Bed Rails	3.50-9.50

Feeding/Nursing Essentials

Bottles-Set Of 3 or More.	1.50-3.50
Plastic Bottle Liners/Drop Ins (New)	1.50-3.50
Single Breast Pump	13.50-33.50
Double Breast Pump	29.50-59.50
Breast Milk Storage Bags (New)	1.50-3.50
Nursing Pillows/Boppy.	3.50-9.50
Early Feeding Spoons-Soft.	1.50-2.50
Sippy Cups	1.50-2.50
Kids Plates With Dividers	1.50-2.50
Kids Plates Including Utensils	1.50-3.50
Utensils Only	1.50-2.50

Infant Equipment

Baby Swings/Jumperoos.	23.50-39.50
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Take Along Swings	11.50-19.50
Bouncy Seats	5.50-13.50
High Chairs	17.50-63.50
Exersaucers	17.50-29.50
Pack N' Plays/Port-A-Cribs	17.50-49.50
Infant Car Seats With Base	23.50-39.50
Car Seats (Base Only)	7.50-13.50
Umbrella Strollers	3.50-17.50
Single Child Strollers	17.50-79.50
Double Strollers (Sit or Stand)	39.50-149.50
Travel Systems	59.50-129.50
Baby Bjorn/Snuggli/Sling	8.50-19.50
Bassinets	29.50-49.50
Bumbos	9.50-14.50
Bumbos With Accessories	9.50-16.50

Infant/Baby Furniture

Cribs	79.50-149.50
Changing Tables	19.50-49.50
Dressers	49.50-99.50
Gliders With Ottoman	49.50-139.50
Book Shelves	7.50-19.50
Wall Hanging Shelves	4.50-14.50

Books

Board Books	1.00-1.50
Cloth Books	1.00-2.50
Hardcover Books	1.00-1.50
Soft Cover Books	1.00-2.50
Chapter Books	1.00-2.50
Sets Of Books (Series)	1.50-9.50
Parenting/Maternity	1.50-4.50

Movies/Music

DVDs (G-PG13)	2.50-7.50
DVD Sets (Three or More)	3.50-13.50
CDs	2.00-7.50

Puzzles

Wooden Puzzles	1.50-4.50
Floor Puzzles	1.50-4.50
Jigsaw Puzzles	1.50-5.50

Toys

Dolls	1.50-12.50
Doll Accessories (In a Bag)	1.50-5.50
Stuffed Animals (Electronic Only)	1.50-7.50
Pianos	1.50-4.50
Shape Sorters	1.50-4.50
Pull Toys	1.50-4.50

Play Phones	1.50-5.50
Little People Sets	4.50-17.50
Cash Registers	2.50-9.00
Cars	1.50-13.50
Trucks	1.50-17.50
Action Figures	1.50-6.50
Play-Doh Sets	1.50 -3.50
Crayola Art Desks	9.50 -14.50
Craft Sets (Complete)	1.50-9.50
Legos	3.50-40.00
Lincoln Logs	3.50-17.50
Play Mobiles	13.50-23.50

Games

Memory Games	1.50-4.50
Youth Games	1.50-5.50
Motorized Games	3.50-9.50

Large Toys

Tricycles	9.50-19.50
Bicycles	13.50-35.50
Sporting Sets (Basketball, Soccer, Etc)	4.50-14.50
Activity Tables	12.50-44.50
Play Kitchens	14.50-49.50
Toy Boxes	9.50-29.50
Desks	14.50-49.50

Sporting Goods

Skate Boards	4.50-14.50
Balls	1.00-3.50
Sporting Equipment	2.50-29.00

Electronics

Wii	29.50- 49.50
X-Box	39.50-59.50
Play Station	39.50-59.50
PSP	29.50-49.50
Individual Games	3.50-9.50

